

# Partnerships for Stewardship

April, 2009

## Tips for Writing Grant Proposals



### PARTNERS

- USDA Forest Service (USFS)
- USDA Natural Resources Conservation Service (NRCS)
- USDI Bureau of Land Management (BLM)
- USDI Fish & Wildlife Service (USFWS)
- Washington Association of Conservation Districts (WACD)
- Washington Department of Ecology (ECY)
- Washington Department of Fish & Wildlife (WDFW)
- Washington Department of Natural Resources (DNR)
- Washington Rangeland Committee (WRC)
- Washington State Conservation Commission (WSCC)
- Washington State Department of Agriculture (WSDA)
- WSU Extension
- WWCC Collaborative Leadership Institute

### IN THIS ISSUE:

- Natural Resource Bills
- Wetlands Guide
- Innovation Grants
- Outreach Pointers

Visit the CRM website at:  
[www.crmwashington.org](http://www.crmwashington.org).

Applying for a grant is somewhat similar to interviewing for a job—you have to make the first impression a lasting one. If you don't get it right the first time, there may not be a next time.

Developing a grant proposal is easier than interviewing for a job in one sense—if you feel that your writing skills are not up to the task, you can recruit someone else to write the proposal.

If you decide to write your own proposal, don't forget to have it proofread by others, both familiar and unfamiliar with your project, no matter how confident you are in your writing skills. If someone else does the writing, don't forget to review the proposal yourself. No one understands what you want to do better than you.

It is critical that funders understand how your project will accomplish their goals in compatible language. That is why time spent matching the funding platform of the grantor with the needs of your group may be the most lengthy and crucial part of the grant writing process.

Following instructions cannot be overemphasized. Your prose may rival that of a bestseller, but reviewers faced with a large stack of proposals may eliminate yours without even reading it when they notice you did not use the specified spacing.

If there is no suggested or required format, Andrea Mann, Coordinator for the Big Bend Resource, Conservation & Development (RC&D) Council, suggests the following structure for proposal contents.

- SUMMARY
- INTRODUCTION
- PROBLEM OR NEEDS STATEMENT
- OBJECTIVES
- METHODS
- EVALUATION
- BUDGET
- COVER LETTER

### Find more Grant-Writing Tips at these Websites:

[www.grantproposal.com](http://www.grantproposal.com)

<http://foundationcenter.org/getstarted/tutorials/shortcourse/index.html>

[www.mcf.org/mcf/grant/writing.htm](http://www.mcf.org/mcf/grant/writing.htm)

### Stimulus Package Websites:

<http://recovery.wa.gov>

[www.recovery.gov](http://www.recovery.gov)

[www.grants.gov](http://www.grants.gov)

## IS YOUR BILL ALIVE OR DEAD?

More people than usual are paying close attention to this year's legislative deliberations. Though the momentous budget decisions are garnering most of the attention, there are many bills being debated that affect Washington's natural resources. Here are a few that you may wish to track:

- HB 1091—Groundwater withdrawals for stock water
- HB 1306/SB 5781—Public lands and open range law
- HB 1334—Columbia & Snake Rivers water management
- HB 1580—Walla Walla basin pilot water management program
- HB 5888—Groundwater withdrawal permits & exemptions
- HB 5583—Water Bank authorizations & exchanges

You can find out more about these bills and check their status by going to:  
<http://apps.leg.wa.gov/billinfo/>

To see bills being tracked by the Office of Farmland Preservation go to:  
<http://ofp.scc.wa.gov/index.php/category/legislative-updates>

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## CONSERVATION INNOVATION GRANTS Proposals Due May 8

Applications for grants of up to \$50,000 are currently being requested by the Natural Resources Conservation Service (NRCS) Washington State Office for innovative natural resource conservation projects in the agricultural arena. "Possible topics for grant consideration cover a wide range of resource issues such as soil, water, atmospheric, range, forest and wildlife conservation and technology issues such as energy, irrigation, nutrient management and technology transfer," said Dave Brown, NRCS Assistant State Conservationist.

For more information, contact Mr. Brown at (509) 323-2971, or visit the NRCS website: [www.wa.nrcs.usda.gov/programs/index.html](http://www.wa.nrcs.usda.gov/programs/index.html)

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## WETLANDS STEWARDSHIP Guide to Methods & Funding Updated



Whether your aim is to preserve, conserve, or restore wetlands and riparian areas, there are ample tools and techniques in Ecology's newly updated handbook "Exploring Wetlands Stewardship: A Guide for Washington Landowners and Communities".

Most of the 275 page publication contains descriptions of assistance programs available from over 60 agencies and organizations.

The guide can be viewed and/or downloaded at [www.ecy.wa.gov/pubs/96120.pdf](http://www.ecy.wa.gov/pubs/96120.pdf)

## EVENTS

### Presentation & Facilitation Skills Training—April 7-9, Spokane

Ray.Ledgerwood@scc.wa.gov  
(208) 302-4728

### Planning Association of Washington Conference—April 9-10, Blaine

[www.planningpaw.org](http://www.planningpaw.org)  
Brian Frampton (509) 888-3253

### Salmon Habitat Project Conference—April 15-16, Shelton

Lori Lawrence (360) 902-3086

### 7th Washington Hydrogeology Symposium—April 28-30, Tacoma

### Farmland Preservation Task Force Meeting—May 5-6, Ellensburg

Josh.Giuntoli@scc.wa.gov  
(360) 407-7474

### Grass-Fed Beef Workshop—

May 19-20, Richland  
[www.capps.wsu.edu/grazing](http://www.capps.wsu.edu/grazing)  
Don Nelson, (509) 335-2922

### Society for Range Management Tour & Meeting—

Sept 23-25, Clarkston  
Dana\_Peterson@blm.gov  
(509) 665-2100

## HOW TO MAKE YOUR OUTREACH OUTSTANDING

Is your partnership or collaborative group accomplishing good things but no one knows about it? Do you need to attract more stakeholders to your group? Does your grant have an information and education component and you're wondering how to get started? Effective communication is a must if Coordinated Resource Management or any other cooperative endeavor is going to succeed.

An excellent resource for communicating with the public, media, and one another is available on the Natural Resources Conservation Service (NRCS) Washington State website. Following is a sample of outreach pointers selected from each of the topics available under "Communication 101" at [www.wa.nrcs.usda.gov/news/Comm101/comm101.html](http://www.wa.nrcs.usda.gov/news/Comm101/comm101.html) . . .

**Developing a Presentation**—Know your audience and leave them with something of value.

**Graphic Design Basics**—Avoid too many fonts. Use one sans serif and one serif.

**Meeting Basics**—When recording comments on a flipchart, listen first, then write. Great meeting checklist.

**Photography Basics**—Learn the difference between 'taking' and 'making' a photo worth a thousand words.

**PowerPoint Tips**—Use the 'Rehearse Timings' feature to practice and time the length of your presentation.

**Public Speaking**—Don't try to control your audience. Concentrate on the things you can control (you!).

**Working with the Media**—Credibility is key. Always tell the truth, and do what you say you'll do.

Along with the valuable tips in 'Communication 101', there are links to other resources for those who want to enhance their skills even more.

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### WASHINGTON STATE CRM TASK GROUP

**CHAIR**, Chad Atkins, Dept. of Ecology, Spokane  
**FOREST SERVICE** - currently vacant  
**BLM** - Dana Peterson, Wenatchee  
**WACD** - Dave Guenther, Goldendale  
**WDNR** - Pat Ryan, Olympia  
**WSDA** - Greg Haubrich, Yakima  
**AT-LARGE** - Doug Warnock, Walla Walla

**Collaborative Leadership Institute** - Mike Bireley, Walla Walla

**PROGRAM MANAGER**, Ken Mills, WSCC, Ephrata  
**NRCS** - Kevin Guinn, Ephrata  
**USFWS** - Tim McCracken, Wenatchee  
**WDFW** - Don Larsen, Spokane  
**WSCC** - Larry Brewer, Pasco  
**WSU Extension** - Linda Hardesty, Pullman  
**WA Rangelands** - Jim Sizemore, Goldendale